

# DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



## BOARD OF DIRECTORS MEETING

### AGENDA

JANUARY 18, 1979

- I. CALL TO ORDER  
DEAN HOLCOMB, PRESIDENT
- II. APPROVAL OF MINUTES:
  - A. REGULAR BOARD MEETING DECEMBER 21, 1978
- III. CITY LIBRARIAN'S REPORT
- IV. REPORTS OF COMMITTEES:
  - A. PROPERTIES AND FINANCE
    1. Approval of Bills
  - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

### MEMBERS EXPECTED TO BE PRESENT:

Mrs. Batterham  
Mr. Borchers  
Mr. Grieve (Tentative)  
Mr. Holcomb  
Mrs. Jackson  
Mr. Marshall  
Mrs. Moore  
Mrs. Schaub  
Mr. Stewart

DECATUR PUBLIC LIBRARY  
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - January 18, 1979

The regular meeting of the Board of Directors of the Decatur Public Library was held January 18, 1979 in the board room of the main library.

Members Present:

Mrs. Batterham  
Mr. Borchers  
Mr. Grieve  
Mr. Holcomb  
Mrs. Jackson  
Mr. Marshall  
Mrs. Moore  
Mrs. Schaub  
Mr. Stewart

Members Absent:

None

Others Present:

Mr. Dumas  
Mrs. Grove  
Miss Lois Moore  
(Herald & Review)  
Mr. Poertner  
Miss Schwegman

The meeting was called to order at 4:30 p.m. by Mr. Holcomb.

The minutes of the regular board meeting of December 21, 1978 were approved.

Mr. Holcomb turned the meeting over to Mr. Dumas, who in turn presented Mr. Babicki, Supervisor of Technical Services. Mr. Babicki gave a slide presentation to illustrate his remarks, and the thrust of his presentation was to show the unadvisability of the cancellation of the subscription to the Library of Congress proof sheets by the Library. Mr. Babicki noted that the cost of the 1977-78 subscription to LC proofs was \$400 and for 1978-79 would be \$565. If 90,000 cards per year are received, the cost of each card would be minimal. Some books do not have the CIP (Library of Congress Cataloging in Publication Data) given in them; thus original cataloging is required which takes time (he cited one book which he estimated to cost more than \$80 for him to catalog), is judgemental in nature, and can result in disagreements between librarians. Mr. Babicki felt that the use of the LC proof sheets eliminates these problems. Mr. Dumas responded that the cost of LC proof sheets has risen 25% in each of the past two years, there was a filing backlog of 37,000 cards at the time the service was discontinued, and the cost per year of 25 man-weeks to file 90,000 proof sheets at a page's salary would be approximately \$3,400. This does not include the revising and purging of the file which is necessary. Mr. Dumas remarked that there are only approximately 33 books per month coming in without the CIP data, for which original cataloging should not be burdensome, and the catalogers feel that CIP is sufficient for the remainder of the books to be cataloged. Mr. Holcomb stated it appeared to him that a professional judgement-call between the Librarian and the department head was in order and that we are paying the City Librarian good money to make such decisions. Mr. Borchers suggested that keeping the LC proof sheet subscription might prevent disagreements between professional staff. Mr. Holcomb answered that it has been his experience on the Board that in-house administrative decisions should best be made by the City Librarian without the Board's interference.

Mr. Holcomb requested the reports of committees at this point since some members were going to have to leave a little early. As a member of the Properties and Finance Committee, Mr. Marshall gave an informational report on the summary of income and expenditures through December 31, 1978 and bills approved through that date. Mr. Marshall stated that Service Recognition Pay in the amount of \$60.00 had been paid to the City Librarian and congratulated him on his twelve years service. Mr. Borchers questioned the payment of \$300 for staff parking, and Mr. Holcomb referred the matter to the Policies Committee for further discussion. The motion for approval of the report by Mr. Marshall was seconded by Mr. Stewart and was unanimously approved by a roll-call vote.

Mrs. Moore stated that the Policies, Public Relations and Personnel Committee had not met and she had nothing to report at this time.

In answer to Mr. Holcomb's query about the kind of service we are now getting from CLSI, Mr. Dumas responded that we have had our problems but the service seems to be improving and we have no complaints for the present.

Reporting to the Board, Mr. Dumas noted a mild decrease in circulation this last month, partially due to less working days this December. The Board will be pleased to know of the legislators' override of the Governor's veto on the per capita grant bill. The Library stands to receive approximately \$45,000 which Mr. Dumas felt could be more wisely spent in the next fiscal year.

The ALA Mid-Winter conference in Washington D.C. was attended by Mr. Dumas. While there, Mr. Dumas reported he had visited the placement center to look for a possible Youth-AV Librarian candidate and had been disappointed in what he had found. Mr. Dumas also met with the Reference and Subscription Book Review Committee which is planning a program on encyclopedia year books for next summer's session.

Further reporting, Mr. Dumas stated that Mr. Seidl will be visiting Schumacher in St. Louis this next week to check out the new bookmobile trailer before the finishing touches are added. Bob's Repair is doing the tractor modification work. The Home Service program has had some problems with the older volunteers from RSVP during the winter months and the Library is going to solicit the help of Volunteer Action Force. The Book Sale sponsored by the "Friends" was highly successful, Mr. Dumas noted, netting \$1,416.24 (we lost a penny somewhere).

Mrs. Schaub noted that the Decatur Area Arts Council committee she works with is most pleased with the reception and cooperation they are receiving from the DPL staff.

Copies of the Library's proposed budget for next year will be in the hands of board members before the next meeting, Mr. Holcomb stated, and asked that all members give the budget their serious consideration.

There being no further business to come before the Board, the meeting was adjourned at 6:00 p.m.

A handwritten signature in dark ink, reading "Robert H. Dumas". The signature is written in a cursive style with a large, looping initial "R".

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Robert H. Dumas, City Librarian

For Secretary of the Board

STATISTICAL REPORT

December, 1978

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books 1978 -	19,495	1,714	10,299	31,508	342,623
1977 -	19,633	2,030	9,450	31,113	327,230
A-V Materials, 1978	1,175	--	41	1,216	9,775
1977	1,244	--	N/A	1,244	8,501
Total Circulation, 1978	20,670	1,714	10,340	32,724	352,398
1977	20,877	2,030	9,450	32,357	335,731

TECHNICAL PROCESSING

Cataloging

New books added	1,072
New titles added	667
Books withdrawn	508
Books mended	878

Acquisitions

Books checked in	693
Telephone Directories	0
Pamphlets	268
Gifts	1

Materials in the State of Processing

Materials (physical items)	- 430
Titles	- 277

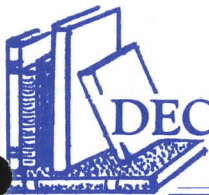
FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended 1977/78</u>	<u>YTD Expended 1978/79</u>	<u>Unencumbered</u>
Personal Services	714,481	433,105	467,806	246,675
Operating	183,746	79,786	77,201	106,505
Capital and Books	171,276	67,104	77,218	94,066

STAFF STRENGTH

	<u>Strength Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present Strength</u>
Professional	7	--	--	7
Library Assistants	8 + 1 (80 hrs)	--	--	8 + 1 (80 hrs)
Clerical	21 + 12 (1257 hrs)	--	1	22 + 12 (1170 hrs)
CETA	5	--	--	5
Maintenance	2	--	--	2

Current Vacancies: 3 Technical Services Clerks I, 1 Sr. Bldg. Custodian,  
1 Youth-AV Librarian



# DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



January 18, 1979

Mrs. Ronald Batterham  
664 South Crea  
Decatur, Illinois 62522

Dear Mrs. Batterham:

I add my thanks to those you have received from others here at the Decatur Public Library for the loan of the Howard Baby Grand piano that you have consented to let us use.

The purpose of this letter is to confirm our understanding about the use of the piano. We understand that it is your intent that we have the use of the piano for at least a year, that there be no rental fee payable by Decatur Public Library for its use, and that the use will be primarily for Library functions and recitals. The Library will provide for the tuning of the piano, and other routine maintenance. However, the piano is subject to normal wear, and there is no expectation that the piano will be restored to any particular condition when it is returned to you. The piano is not covered by Library insurance and you may wish to extend your own insurance to cover it.

If you have any questions or observations about any of the items mentioned above, please let me know. For our records, we would appreciate having you sign and return to us the enclosed acknowledgment copy of this letter. Again, many thanks for your consideration.

Sincerely,

Robert H. Dumas  
City Librarian

Acknowledged and agreed to:

Signature

## CITY of DECATUR, ILLINOIS

## Decatur Public Library

December, 1978

<u>VO</u> NO.	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
47610	Postmaster	Postage	11.40
47625	Pat Kearney	Reimburse for mileage	18.90
47626	Postmaster	Postage	315.00
46727	"	"	40.00
47634	Treas-% Payroll Fund	Service recognition pay	90.00
47642	Treas-% Employee's Insurance Fd	Life & hosp ins	1,360.76
47664	Ill Power Co.	Power for month	2,023.35
47680	Treas-% PettyCash Fund	Reimbursement	61.27
47700	Treas-% Payroll Fund	Pd ending 12-6-78	23,546.12
47717	Audio Brandon Films	Film strips	89.25
47718	Badorek's Garage	Repair service	4.45
47719	Black & Co.	Hardware supplies	12.37
47720	C L S I	Maintenance -computerized system	891.00
47721	Culligan Water Cond.	Rock salt	28.00
47722	Dash Disposal	Service for month	13.00
47723	Downtown Decatur Council, Inc.	Parking for December	300.00
47724	G & W Railing	Repair service	25.00
47725	Gaylord Brothers, Inc.	Catalog cards	269.25
47726	Goodyear Tire Co.	Tire repair, etc.	104.37
47727	Haines & Essick	Office supplies	52.08
47728	I F G Leasing Co.	Monthly lease payment	870.00
47729	Ill Bell Telephone Co.	Telephone service	561.98
47730	Legislative Reference Bureau	Books	40.00
47732	Library Cards Ltd.	Catalog cards	159.88
47733	Miller Products	Janitorial supplies	111.40
47734	Modern Business Systems, Inc.	Lease payment	64.77
47735	Musical Heritage Society	Audio visual materials	12.50

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
47736	Norman's Cleaners	Laundry service	2.88
47737	Otis Elevator Co.	Service for month	227.26
47738	Rolling Prairie Libraries	Computerized control system	1,980.50
47739	Schuerman Key Shop	Key	2.25
47740	Smith Tire Co.	Repair service	17.00
47741	Public Documents Dist'Center	Books	34.20
47742	Supt of Documents	Books	30.00
47743	Visions	Cassett kits	18.00
47744	Smith Scharff Paper Co.	Janitorial supplies	138.41
47784	Dr Herbert Bavor	Professional services	28.50
47803	Decatur Herald & Review	Classified advertising	64.19
47884	The Voice	"	20.00
47900	American Library Assn	Dues	100.00
47901	"	Books	2.70
47902	Dick Blick	Office supplies	173.13
47903	Antiques Journal	Books	9.00
47904	Ill Power Co.	Gas bill for month	117.37
47905	Kirkus Service, Inc.	Books	192.00
47906	Lakeview High School	"	8.50
47907	Library of Congress	"	80.00
47908	MacArthur High School	"	8.50
47909	Regional Art Fair List	"	10.00
47910	World Tennis	"	6.99
48079	Treas-% Payroll Fund	Pd ending 12-13-78	1,123.10
48133	Treas-% Petty Cash Fund	Reimbursement	68.07
48173	Millikin National Bank	1971 Bonds & Interest	108,935.00
48183	American Library Assn.	Dues	752.00
48184	R R Bowker	Books	154.50
48185	Bro Dart, Inc.	"	58.28
48186	Drama Book Specialists	"	4.24



<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
48187	Gaylord Bros., Inc.	Machine rental	345.00
48188	Harvard Educational Review	Books	21.00
48189	Johnson Reprint Corp.	"	16.66
48190	Will Judy	"	6.95
48191	K's Merchandise Mart	Calculator	20.26
48194	Modern Business Systems	Paper	17.52
48195	New York Times	Books	44.00
48196	Performing Arts Journal	"	14.00
48197	Regent Book Co.	"	103.82
48198	Striglos Office Equipment	Typewriter repair	20.00
48199	Travis Reading Agency	Books	9.00
48200	United Travel Service, Inc.	Airline ticket	174.00
48201	Visions	Office supplies	3.80
48202	Washington Post	Books	159.50
48203	James White & Co.	"	66.65
48192	3 M Business Products	Office supplies	61.93
48233	Treas-% Payroll Fund	Pd ending 12-20-78	23,810.76
48337	Treas-% General Operating Fund	Administration charges	1,020.83
48352	Treas-% Payroll Fund	Service recog pay	40.00
48432	American Library Assn.	Books	1.80
48433	" Preservation	"	15.00
48434	BOCA Intl.	"	28.58
48435	Baker & Taylor	"	2,605.92
48436	R R Bowker	"	79.90
48437	Calfont	Audio Visual material	7.98
48438	Doubleday & Co.	Books	358.39
38439	Peter Eaton	Books	28.38
48440	Ill State Journal	"	49.40
48441	Fresno County Public Library	"	2.00

VOU.NO.	PAYMENTS MADE TO:	FOR:	AMOUNT
48442	Englewood Electrical Supply	Handle	7.99
48443	Goodyear Tire Co.	Tire repair	11.00
48444	Haines & Essick Co.	Office supplies	13.00
48445	Kalmbach Publ Co.	Books	2.80
48446	Library Cards Ltd.	Catalog cards	133.98
48447	Life	Books	72.00
48448	Main Street Booksellers	"	5.00
48449	Manchester Guardian Weekly	"	35.00
48450	Michigan Library Assn.	"	2.00
48451	Minkus Publ, Inc.	"	27.63
48452	Mother Jones	"	12.00
48453	Peterson's Guides	"	10.00
48454	Postmaster	Postage	300.00
48455	Surfer Publications, Inc.	Books	12.00
48456	University Microfilms Intl.	"	258.15
48457	West Publ Co.	"	26.00
48458	Woodcraft Supply Corp.	Office supplies	5.60
48459	YASD	Books	1.50
48536	Treas-% Payroll Fund	Pd ending 12-27-78	1,009.67
48538	Treas-% I M R Fund	December retirement	7,267.96
TOTAL LIBRARY FUND VOUCHERS			<u>\$183,788.98</u>

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1978 THRU DEC 31, 1978

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	196,382.00	0.00	218,660.02	22,278.02	
CURRENT YEAR TAXES	930,000.00	0.00	735,570.00	194,430.00	
PRIOR YEAR TAXES	5,000.00	0.00	9,175.69	4,175.69	
INTEREST ON INVESTMENTS	13,500.00	2,470.06	8,188.32	5,311.68	
LIBRARY FINES & FEES	16,000.00	1,793.33	14,356.63	1,643.37	
NON-RESIDENTIAL FEES	1,000.00	0.00	4,883.00	517.00	
LOST & DAMAGED BOOKS	1,400.00	222.78	1,596.83	196.83	
PRINTS MADE ON COPY MACHINE	550.00	0.00	1,445.98	104.02	
MISCELLANEOUS INCOME	6,400.00	599.22	4,175.61	2,224.39	
TOTAL REVENUE	1,170,232.00	5,085.40	992,652.08	177,579.92	84.83

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101	REGULAR SALARIES	591,396.00	0.00	44,616.49	384,175.02	207,220.98	
102	STRAIGHTEN OVERTIME	150.00	0.00	0.00	0.00	150.00	
103	RETIREMENT FUND	86,796.00	0.00	6,751.04	56,886.22	29,909.78	
104	EMPLOYMENT COMPENSATION	3,175.00	0.00	0.00	1,451.51	1,723.49	
106	HOSPITALIZATION MEDICAL & LIFE INSURANCE	16,970.00	0.00	1,236.81	9,914.48	7,055.52	
107	TEMPORARY SALARIES	15,294.00	0.00	1,310.68	15,379.47	614.53	
109	ADVERTISING	200.00	0.00	184.19	219.45	19.45	
201	PRINTING & BINDING	5,000.00	0.00	293.86	3,747.33	1,252.67	
202	SERVICE TO MAINTAIN BUILDINGS	10,000.00	0.00	223.51	3,740.67	6,259.33	
211	SERVICE TO MAINTAIN IMPROV OTHER THAN BLOGS	650.00	0.00	15.88	161.70	488.30	
212	SERVICE TO MAINTAIN OFFICE EQUIPMENT	9,175.00	0.00	2,016.50	6,744.15	2,430.85	
214	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	1,000.00	0.00	121.55	600.00	399.50	
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	600.00	0.00	0.00	0.00	600.00	
221	AUDITING PROFESSIONAL SERVICES	1,650.00	0.00	28.50	632.50	1,017.50	
230	OTHER SERVICES	11,650.00	0.00	0.00	0.00	11,650.00	
231	DATA SERVICE	29,675.00	0.00	2140.72	19,185.97	10,489.03	
233	ELECTRICITY	7,000.00	0.00	561.98	4,932.92	2,067.08	
234	TELEPHONE	325.00	0.00	0.00	226.65	108.35	
241	WATER	2,750.00	0.00	198.00	1,306.20	1,443.80	
244	POSTAGE	5,000.00	0.00	681.19	2,460.07	2,539.93	
284	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,176.00	0.00	952.00	852.00	324.00	
300	RENTALS	6,800.00	0.00	799.02	4,506.60	2,293.40	
310	GAS OIL & ANTIREEZE	800.00	0.00	9.88	87.56	712.44	
312	JANITORIAL SUPPLIES	1,000.00	0.00	262.17	1,045.98	44.82	
320	MATERIALS TO MAINTAIN BLDNGS & IMPROVMT	4,500.00	0.00	53.35	1,417.25	3,082.75	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	1,000.00	0.00	56.88	1,056.52	35.48	
330	MEDICAL & LABORATORY SUPPLIES	5.00	0.00	0.00	0.00	5.00	
340	OFFICE SUPPLIES	9,000.00	0.00	654.57	8,533.30	466.70	
345	CONTINGENCIES	53,000.00	0.00	0.00	0.00	53,000.00	
402	TRANS TO G F (ADMIN SERV)	12,250.00	0.00	0.00	8,166.64	4,083.36	
403	SERVICE RECOGNITION PAYROLL	300.00	0.00	1,020.83	645.00	335.00	
415	INSURANCE	10,510.00	0.00	130.00	7,281.56	3,228.44	
423	TOTAL OPERATING EXPENDITURES	898,227.00	0.00	64,126.00	545,047.13	353,179.87	60.68
515	OFFICE MACHINERY & EQUIPMENT	54,274.00	0.00	1,765.26	15,595.26	38,678.74	
520	OTHER MACHINERY & EQUIPMENT	7,000.00	0.00	0.00	0.00	7,000.00	
525	LIBRARY BOOKS RECORDS & EXHIBITS	103,600.00	0.00	4,738.89	61,500.92	41,499.08	

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1978 THRU DEC 31, 1978

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
7 525 A	AUDIO VISUAL MATERIALS	7,000.00	0.00	20.48	114.30	6,885.70	
	TOTAL CAPITAL OUTLAY	171,274.00	0.00	6,524.63	77,210.48	94,063.52	45.08
	TOTAL EXPENDITURES	1,069,501.00	0.00	70,650.63	622,257.61	447,243.39	58.18

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ACTIVITY 941A DECATUR PUBLIC LIBRARY BOND & INTEREST FUND

MAY 1, 1978 THRU DEC 31, 1978

REVENUE ITEMS

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	28,370.00	0.00	31,387.85	3,017.85-	
CURRENT YEAR TAXES	117,870.00	0.00	100,650.00	17,220.00	
PRIOR YEARS TAXES	0.00	0.00	1,139.55	1,139.55-	
INTEREST ON INVESTMENTS	2,000.00	3,442.62	4,410.32	2,410.32-	
TOTAL REVENUE	148,240.00	3,442.62	137,587.72	10,652.28	92.81

OBJECT CODE

OBJECT CODE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
UNALLOCATED EXPENSES	100.00	0.00	0.00	33.80	66.20	33.80
PRINCIPAL & INTEREST	117,870.00	0.00	108,935.00	117,870.00	0.00	100.00
TOTAL EXPENDITURES	117,970.00	0.00	108,935.00	117,903.80	66.20	99.94



ACTIVITY 943 DECATUR PUBLIC LIBRARY - C E T A  
MAY 1, 1978 THRU DEC 31, 1978

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	0.00	0.00	0.00	0.00	
TRANS FROM CITY OF DECATUR	72,431.00	4,178.60	30,752.05	41,678.95	
TOTAL REVENUE	72,431.00	4,178.60	30,752.05	41,678.95	42.46

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101	REGULAR SALARIES	59,612.00	0.00	3,562.48	29,667.56	29,944.44	
103	RETIREMENT FUND	10,152.00	0.00	516.92	4,296.24	5,855.76	
102	WORKMENS COMPENSATION	8.00	0.00	0.00	0.00	8.00	
107	HOSPITALIZATION & MEDICAL INSURANCE	2,123.00	0.00	111.85	888.40	1,233.60	
107 A	GROUP LIFE INSURANCE	537.00	0.00	12.90	103.20	433.80	
	TOTAL OPERATING EXPENDITURES	72,431.00	0.00	4,203.25	34,955.40	37,475.60	48.26
	TOTAL EXPENDITURES	72,431.00	0.00	4,203.25	34,955.40	37,475.60	48.26

ACTIVITY 944 DECATUR PUBLIC TRUST FUND (BRIDGES)

MAY 1, 1978 THRU DEC 31, 1978

REVENUE ITEMS

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	YEAR TO DATE UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	0.00	1,082.00	240.00-	500.00	
REVENUE	900.00	0.00	0.00	6.80-	
INTEREST ON INVESTMENTS	30.00	0.00	36.80	0.00	
MISC INCOME	0.00	0.00	0.00		
TOTAL REVENUE	1,772.00	0.00	1,118.80	653.20	63.14

OBJECT OF EXPENDITURE

OBJECT CODE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	800.00	0.00	0.00	73.18	726.82	9.15
TOTAL EXPENDITURES	800.00	0.00	0.00	73.18	726.82	9.15